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Cathy

Note for Ellis, Cathy

From: Ellis, Cathy
Date: Mon, Dec 5, 1994 10:51 PM
Subject: Misc.
To: Allison, Jo

Jo:

How was lunch with Harvey?

Several items:

- Please contact Cathy Tatum and ask for a copy of the words and music of the number they want me to march to. She'll know what I'm talking about. Also ask if they have any specific suggestions. I'm very open to suggestions.
- Please begin the paperwork to get a permanent materials pass from Security for my computer and accessories. It's a PowerBook Duo 280.

Thanks.

I'll be in Ashland Tuesday morning. Org Rev. resumes at 1:00 in A1W1.

Cathy

Note for Ellis, Cathy

From: Ellis, Cathy
Date: Mon, Dec 5, 1994 10:45 PM
Subject: Diversity
To: Grubbs, Harvey

Harvey:

I didn't see Diversity Champion on the agenda for the Sr. Team Meeting.
Did it get decided?

Cathy

P.S. How was lunch?

Note for Ellis, Cathy

From: Ellis, Cathy
Date: Mon, Dec 5, 1994 10:43 PM
Subject: Research Review Memo
To: Nelson, Jack

Jack:

Looks good. I need to ask Ken a question and then get back with you later this week. However, a

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few comments follow.

- Carchman's position is Director of Scientific Affairs, not Director of Science.
- Who is the keeper of the files? Is there a recorder of the committee?
- There is a statement- "will promulgate guidelines" in the memo. Does this refer just to what not to do or can we turn it around and use the committee to review and establish areas of inquiry relative to research we need to do?
- I believe the General Manager of INBIFO would be a valuable asset to the committee in determining the scientific value of the work.
- What happens if positions change or people move to another position?

I'll see you tomorrow at MDF.
Cathy

Note for Ellis, Cathy

From: Ellis, Cathy
Date: Mon, Dec 5, 1994 10:10 PM
Subject: FW: Nitrosamine
To: Haut, Steve; Kinser, Robin

This ok by you? Please let me know by 1:00 Tuesday.

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Note for Ellis, Cathy

From: Ellis, Cathy
Date: Mon, Dec 5, 1994 10:03 PM
Subject: FW: IS CI Team Meeting
To: Allison, Jo

Jo: